

EXECUTIVE COUNCIL OF IOWA

AGENDA

JULY 9, 2012

1. Introduction of Attendees
2. Approval of minutes of meeting held July 2, 2012
3. Personal Appearance –
 - A. Doug Woodley, Department of Administrative Services will be present to request a new membership in National Association of State Chief Administrators for one year in the amount of \$2,000.00
TAB # 1
 - B. Diane Diamond, Department of Human Services will be present to request a new membership in Council of Accreditation (COA) for three years in the amount of \$45,000.00.
TAB # 2
4. Payment of Cost Items – Page 1
5. Renewal Memberships – Pages 1 – 2
TAB #'s 3, 4, 5, 6, and 7
6. Information Items – Page 2
TAB # 8

4. Payment of Cost Items

- A. Dept. of Administrative Services & Dept. of Human Services\$419.20
On August 9, 2009 the Eldora State Training school sustained storm/hail damage to the Campus.

The State Auditor's Office has reviewed the above request and recommends payment.

- B. Iowa Communications Network \$14,008.80
On October 4, 2011 there was damage to the fiber optic cable in Cerro Gordo County due to rodent chew.

The State Auditor's Office has reviewed the above request and recommends payment. This represents full and final payment and this allocation is closed.

- C. Department of Public Safety, Iowa State Patrol \$7,987.14
On June 20, 2011 hail damaged Vehicle # 170 and lightning damaged the office phone system at Iowa District 12, Department of Public Safety, Iowa State Patrol. Request is to cover repair costs.

The State Auditor's Office has reviewed the above request and recommends payment. This represents full and final payment, \$8,460.64 will be reverted and this allocation closed.

- D. Executive Council on May 21, 2012 approved an allocation for the Department of Public Safety, Iowa State Patrol in the amount of \$2,480.60. This allocation was to cover hail damage to vehicle # 277 on March 29, 2012. The final costs did not exceed the \$2,000.00 threshold, therefore the \$2,480.60 will be reverted and this allocation closed.

5. Renewal Memberships

- A. Administrative Services in National Association of State Auditors, Comptrollers and Treasurers (NASACT) in the amount of \$3,500.00 for July 1, 2012 - June 30, 2013. (Previous amount was \$3,500.00.) Other agencies: Yes: Auditor of State, State Treasurers Office Funding Source: State General Fund

TAB # 3

- B. College Student Aid in National Association of Student Financial Aid Administrators (NASFAA) in the amount of \$3,100.00 for July 1, 2012 - June 30, 2013. (Previous amount was \$3,100.00.) Other agencies: No: Funding Source: Other Funds: Guaranteed Student Loans

TAB # 4

- C. Commerce - Insurance in National Association of Drug Diversion Investigators, Inc. in the amount of \$50.00 for June 27, 2012 - June 26, 2013. (Previous amount was \$50.00.) Other agencies: No: Funding Source: Other State Funds: Revolving Fund
TAB # 5
- D. Commerce -Utilities in National Association of Regulatory Utility Commissioners (NARUC) in the amount of \$11,659.00 for July 1, 2012 - June 30, 2013. (Previous amount was \$11,319.00.) Other agencies: No: Funding Source: Other Funds: Revolving Fund
TAB # 6
- E. Commerce -Utilities in National Regulatory Research Institute (NRRI) in the amount of \$29,250.00 for July 1, 2012 - June 30, 2013. (Previous amount was \$29,250.00.) Other agencies: No: Funding Source: Other State Funds: Revolving Fund
TAB # 6
- F. Iowa Workforce Development in National Association of Government Labor Officials (NAGLO) in the amount of \$1,500.00 for July 1, 2012 - June 30, 2013. (Previous amount was \$1,500.00.) Other agencies: No: Funding Source: Federal Funds 50%/State General Funds 50%
TAB # 7
- G. Natural Resources in Instream Flow Council in the amount of \$500.00 for January 1, 2011 - December 31, 2012. (Previous amount was \$250.00.) Other agencies: No: Funding Source: Other State Funds: Fish & Wildlife Trust Fund
- H. Natural Resources in American Hiking Society in the amount of \$50.00 for April 13, 2012 - April 13, 2013. (Previous amount was \$50.00.) Other agencies: No: Funding Source: Other State Funds: State Rec. Trails

6. Information Items

- A. Civil Reparations Trust Fund Balance as of June 30, 2012 is approximately \$4,461.00
TAB # 8

Executive Council of Iowa

TAB # 1

Capitol Building
Des Moines, Iowa 50319
Phone: 515 281-5368
FAX: 515 281-7562

REQUEST FOR MEMBERSHIP APPROVAL

DEPARTMENT REQUESTING MEMBERSHIP: Department of Administrative Services - DAS _____

NAME OF ORGANIZATION: National Association of State Chief Administrators

NEW MEMBERSHIP RENEWAL _____ MEMBERSHIP PERIOD: 7/1/12 - 6/30/13
(Beginning and ending dates)

MEMBERSHIP FEE OR DUES AMOUNT \$ 2,000.00

Funding Source: State General Fund Other State Funds _____

Federal Funds Other Funds _____

If Renewal, previous year amount. \$ _____

DO OTHER DEPARTMENTS BELONG TO THIS ORGANIZATION? Yes No

If yes, please list: _____

Please describe why your department should have an additional membership _____

WILL THIS MEMBERSHIP REQUIRE AND PAY FOR OUT-OF-STATE TRAVEL? Yes No

If yes, list the anticipated number of trips per year and their purpose:

Travel to annual meeting is at state discretion. Scholarships are given each fall to states to offset cost of travel and hotel accommodations for annual meeting.

DESCRIBE WHY THIS MEMBERSHIP IS IMPORTANT TO THE WORK OF YOUR DEPARTMENT.

The National Association of State Chief Administrators (NASCA), is dedicated to bring together state general services professionals to develop creative and timely solutions to issues facing the states. It is made up of state general services professionals from the 50 states, the District of Columbia and the U.S. territories to provide a forum to exchange information and learn new ideas from each other and private partners. As state government continues to reinvent itself as a result of the Great Recession, NASCA is growing to be a more valuable resource to public officials.

DESCRIBE HOW MEMBERSHIP IN THIS ORGANIZATION WILL BENEFIT THE TAXPAYERS OF THE STATE OF IOWA.

NASCA membership helps the state control costs by providing a forum to exchange information and learn new ideas.

DESCRIBE THE FREQUENCY AND TYPE OF CONTACTS YOU EXPECT YOUR DEPARTMENT TO HAVE WITH THIS ORGANIZATION:

Annual meetings, interactive website, seminars, forums, conference calls, and surveys.

Membership Form 42400

July 2009

DOM: Approval Disapproval

Signature [Handwritten Signature] Date 7/2/12

Requested by: [Handwritten Signature] Date: 6/27/12
(Department Head Signature)

RECEIVED

JUN 29 2012

IOWA DEPT. OF MANAGEMENT

Executive Council of Iowa
Capitol Building
Des Moines, Iowa 50319
Phone: 515 281-5368
FAX: 515 281-7562

TAB # 2

REQUEST FOR MEMBERSHIP APPROVAL

DEPARTMENT REQUESTING MEMBERSHIP: Department of Human Services, Targeted Case Management (DHS-TCM)

NAME OF ORGANIZATION: Council on Accreditation (COA)

NEW MEMBERSHIP Yes **RENEWAL** _____ **MEMBERSHIP PERIOD:** Dates at this time are unknown due to approvals still being processed, but it would be for 3 years.
(Beginning and ending dates)

MEMBERSHIP FEE OR DUES AMOUNT \$ 45,000 total for 3 years (This amount is based on a percentage of the total budget).

Funding Source: State General Fund Other State Funds _____ Federal Funds

Other Funds Federal \$18,213; State \$11,787

If Renewal, previous year amount. \$ _____

→ for 1st contract year
\$45,000 breakout for entire term:
\$27,317.50 Fed
\$17,682.50 State

DO OTHER DEPARTMENTS BELONG TO THIS ORGANIZATION? Yes No

If yes, please list: _____

Please describe why your department should have an additional membership _____

WILL THIS MEMBERSHIP REQUIRE AND PAY FOR OUT-OF-STATE TRAVEL? Yes No

If yes, list the anticipated number of trips per year and their purpose: _____

DESCRIBE WHY THIS MEMBERSHIP IS IMPORTANT TO THE WORK OF YOUR DEPARTMENT.

The Department of Human Services Division of Mental Health and Disability Services (MHDS) accredits all targeted case management (TCM) agencies in Iowa either by conducting the accreditation itself or by accepting the accreditation work done by a national accrediting body. In a recent departmental reorganization, the DHS Bureau of TCM became a part of the MHDS Division. There would be an inherent conflict of interest if MHDS were to conduct an accreditation of DHS TCM, a sub-unit of itself. Therefore, the MHDS division administrator decided that the accreditation of DHS TCM should be performed by a qualified national accrediting body, pursuant to IAC 441—24(225C), the accreditation chapter of the Iowa Administrative Code.

After much research we believe that COA is the best organization to provide the accreditation for TCM. COA is a worldwide organization that will hold DHS-TCM to the highest standards of growth, stability, commitment to the health, safety, rights of clients, and obtaining measureable results.

DESCRIBE HOW MEMBERSHIP IN THIS ORGANIZATION WILL BENEFIT THE TAXPAYERS OF THE STATE OF IOWA. DHS-TCM will be held to higher standards in the work that is provided to taxpayers, therefore they will be reassured that DHS-TCM will be providing the highest standard of care.

DESCRIBE THE FREQUENCY AND TYPE OF CONTACTS YOU EXPECT YOUR DEPARTMENT TO HAVE WITH THIS ORGANIZATION: COA will conduct site visits for the initial accreditation, and when reaccreditation is needed. All other contact will be through phone and email.

Requested by: C. M. Palmer **Date:** 6-25-12
(Department Head Signature)
Phone: _____

DOM: Approval Disapproval
Signature: [Signature] **Date:** 7/2/12

Executive Council of Iowa

TAB # 3

Capitol Building
Des Moines, Iowa 50319
Phone: 515 281-5368
FAX: 515 281-7562

REQUEST FOR MEMBERSHIP APPROVAL

DEPARTMENT REQUESTING MEMBERSHIP: Department of Administrative Services

NAME OF ORGANIZATION: National Association of State Auditors, Comptrollers, and Treasurers (NASACT)

NEW MEMBERSHIP ___ RENEWAL X MEMBERSHIP PERIOD: 7-1-2012 to 6/30/2013
(Beginning and ending dates)

MEMBERSHIP FEE OR DUES AMOUNT \$3,500

Funding Source: State General Fund X Other State Funds ___

Federal Funds ___ Other Funds ___

If Renewal, previous year amount. \$3,500

DO OTHER DEPARTMENTS BELONG TO THIS ORGANIZATION? X Yes ___ No

If yes, please list: Auditor of State's Office and State Treasurer's Office

Please describe why your department should have an additional membership This is not an additional membership. The 3 groups have united to provide a professional organization that is key to our operations. The Auditors, Comptroller, and Treasurer each pay their respective portion of the membership.

WILL THIS MEMBERSHIP REQUIRE AND PAY FOR OUT-OF-STATE TRAVEL? X Yes ___ No

If yes, list the anticipated number of trips per year and their purpose: Travel is not required, although attending the Annual NASC or NASACT conference offers a great source of information to the State of Iowa.

DESCRIBE WHY THIS MEMBERSHIP IS IMPORTANT TO THE WORK OF YOUR DEPARTMENT. NASACT is vital to states in distributing financial information and responding to issues related to financial matters, including federal issues. This association has a very good networking system that allows states to share best practices and determine how other states are dealing with financial issues and implementation of federal programs. We communicate with various states from relationships we have formed in this organization and training opportunities and provides a wealth of information on the happenings in Washington D.C., as it relates to state finances. This organization is a vital link for states with the federal government.

DESCRIBE HOW MEMBERSHIP IN THIS ORGANIZATION WILL BENEFIT THE TAXPAYERS OF THE STATE OF IOWA. This membership benefits taxpayers in that it allows the State to keep abreast of financial issues that will affect state governments. Membership will allow our employees to obtain and receive financial information on a current basis, obtain training and CPE at very reasonable costs, and allow Iowa to be part of a combined voice on financial matters that affect us. The information received by this office from this organization is invaluable.

DESCRIBE THE FREQUENCY AND TYPE OF CONTACTS YOU EXPECT YOUR DEPARTMENT TO HAVE WITH THIS ORGANIZATION: NASACT has a very good website and a "Members Only" section, which allows states to be very frank with discussions related to GASB and Federal Government. We work with staff from this office on responses to GASB and the Federal Government on a constant basis and try to attend both the NASACT and NASC conferences. Communication is largely by email and website, but there are phone conversations and attendance at meetings. Both the Iowa State Audit's Office and the State Treasurer are members of this organization and members of SAE have been active with the program for over 20 years.

Initiated by: Calvin McKelvogue, Chief Operating Officer, State Accounting Enterprise of DAS

Requested by: [Signature] Date: 6/15/12
(Department Head Signature)
Phone: 281-5360 E-mail: Mike.carroll@iowa.gov

DOM: Approval X Disapproval ___

Signature [Signature] Date 6/27/12

Executive Council of Iowa

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TAB # 4 JUN 29 2012

IOWA DEPT. OF
MANAGEMENT

REQUEST FOR MEMBERSHIP APPROVAL

DEPARTMENT REQUESTING MEMBERSHIP: Iowa College Student Aid Commission

NAME OF ORGANIZATION: National Association of Student financial Aid Administrators (NASFAA)

NEW MEMBERSHIP ___ RENEWAL X MEMBERSHIP PERIOD: 07/01/12 - 06/30/13 ___
(Beginning and ending dates)

MEMBERSHIP FEE OR DUES AMOUNT \$ 3,100.00

If Renewal, previous year amount. \$ 3,100.00

DO OTHER DEPARTMENTS BELONG TO THIS ORGANIZATION? Yes No

Funding Source: Other Funds.
GSI

If yes, please list: _____

Please describe why your department should have an additional membership _____

WILL THIS MEMBERSHIP REQUIRE OUT-OF-STATE TRAVEL? Yes No

If yes, list the anticipated number of trips per year and their purpose: Travel is optional.
One annual conference.

DESCRIBE WHY THIS MEMBERSHIP IS IMPORTANT TO THE WORK OF YOUR DEPARTMENT.

NASFAA serves as a national forum for development, funding, and administration of student financial aid. NASFAA promotes and encourages programs which remove financial barriers to student enrollment and retention. This supports the College Student Aid Commission's mission of making postsecondary education accessible and affordable.

DESCRIBE HOW MEMBERSHIP IN THIS ORGANIZATION WILL BENEFIT THE TAXPAYERS OF THE STATE OF IOWA.

Membership advances the goal of lifelong learning for all Iowans by helping staff maintain their level of knowledge about new ideas for assisting Iowans' access to and choice among higher education opportunities.

DESCRIBE THE FREQUENCY AND TYPE OF CONTACTS YOU EXPECT YOUR DEPARTMENT TO HAVE WITH THIS ORGANIZATION: Daily electronic contact with similar state agencies

Requested by: <u>Karen Misjak</u> (Department Head Signature)	Date: <u>6-22-12</u>
Phone: (515) 725-3410	E-mail: <u>Karen.misjak@iowa.gov</u>

DOM: Approval Disapproval

Signature [Signature] Date 7/2/12

Executive Council of Iowa
Capitol Building
Des Moines, Iowa 50319
Phone: 515 281-5368
FAX: 515 281-7562

TAB # 5

REQUEST FOR MEMBERSHIP APPROVAL

DEPARTMENT REQUESTING MEMBERSHIP: Commerce, Utilities

NAME OF ORGANIZATION: National Association of Regulatory Utility Commissioners (NARUC)

NEW MEMBERSHIP _____ **RENEWAL** **MEMBERSHIP PERIOD:** 7/1/12 - 6/30/13
(Beginning and ending dates)

MEMBERSHIP FEE OR DUES AMOUNT \$ 11,659.00

Funding Source: State General Fund Other State Funds _____

Federal Funds Other Funds Commerce Revolving Fund (assessed to utility companies)
If Renewal, previous year amount. \$ 11,319.00

DO OTHER DEPARTMENTS BELONG TO THIS ORGANIZATION? Yes No

If yes, please list: _____

Please describe why your department should have an additional membership _____

WILL THIS MEMBERSHIP REQUIRE OUT-OF-STATE TRAVEL? Yes No
If yes, list the anticipated number of trips per year and their purpose:

There are three scheduled NARUC meetings each year: the Winter Committee meetings in February, the Summer Committee meetings in July, and the Annual Convention in November. These meetings present an opportunity for regulators and the industry to come together to discuss items of concern and interest and to share information. It is also an opportunity for the various committees and subcommittees within NARUC to work on study projects. The Iowa Utilities Board has been a member of NARUC for many years.

DESCRIBE WHY THIS MEMBERSHIP IS IMPORTANT TO THE WORK OF YOUR DEPARTMENT:

The Association serves as a clearinghouse for information among state utility regulatory commissions, conducts research, sponsors educational programs, and keeps member agencies informed about congressional legislation and activities. The Association presents positions to Congress on behalf of the states on issues affecting utility regulation. The Association also keeps member-agencies informed about activities of the various federal regulatory agencies. Continued membership and involvement in this Association is beneficial to the citizens of Iowa.

DESCRIBE HOW MEMBERSHIP IN THIS ORGANIZATION WILL BENEFIT THE TAXPAYERS OF THE STATE OF IOWA.

The chief objective of NARUC is to serve the consumer interest by seeking to improve the quality and effectiveness of public regulation in America. The promotion of uniformity in regulation of public utilities and of coordinated action by the various state and federal commissions protects the common interests of the people—in Iowa and throughout the USA. The committees and subcommittees of NARUC complete annual study projects to increase knowledge on subjects of interest within the various industries (gas, electric, telephone, etc.).

DESCRIBE THE FREQUENCY AND TYPE OF CONTACTS YOU EXPECT YOUR DEPARTMENT TO HAVE WITH THIS ORGANIZATION:

The three Board members and several members of the staff serve on various NARUC committees and subcommittees. Contact is made—through conference calls, e-mail, meetings, and workshops—with various NARUC colleagues on a daily basis. NARUC also publishes a bi-weekly bulletin, which highlights items of interest to regulators.

Requested by: <u><i>Libby Jacob</i></u> Date: <u>7-3-12</u> <i>(Department Head Signature)</i>
Phone: <u>(515) 725-7365</u>

DOM: Approval Disapproval

Signature *David K. Quinn* Date 7/3/12

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2012 JUL -5 AM 10:40

Executive Council of Iowa

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Des Moines, Iowa 50319
Phone: 515 281-5368
FAX: 515 281-7562

TAB # 6

REQUEST FOR MEMBERSHIP APPROVAL

DEPARTMENT REQUESTING MEMBERSHIP: Commerce, Utilities

NAME OF ORGANIZATION: National Regulatory Research Institute (NRRI)

NEW MEMBERSHIP ___ **RENEWAL** X **MEMBERSHIP PERIOD:** 7/1/12 - 6/30/13
(Beginning and ending dates)

MEMBERSHIP FEE OR DUES AMOUNT \$ 29,250.00

Funding Source: State General Fund Other State Funds X Revolving fund

Federal Funds **Other Funds** _____

If Renewal, previous year amount. \$ 29,250.00

DO OTHER DEPARTMENTS BELONG TO THIS ORGANIZATION? Yes X No

If yes, please list: _____

Please describe why your department should have an additional membership _____

WILL THIS MEMBERSHIP REQUIRE OUT-OF-STATE TRAVEL? Yes X No

If yes, list the anticipated number of trips per year and their purpose: No out-of-state travel is required, but optional trips are taken to participate in meetings.

DESCRIBE WHY THIS MEMBERSHIP IS IMPORTANT TO THE WORK OF YOUR DEPARTMENT:

The NRRI is a research arm of the National Association of Regulatory Utility Commissioners (NARUC) and has served the national and international regulatory community for three decades with research, analysis, expert testimony, and training. In 1981 NARUC established regularized state utility commission (or Board) support for the NRRI. Major sources of funding are the 50 states and the District of Columbia, and Canadian regulatory agencies. Commissioners and staff from those agencies are NRRI members.

NRRI serves government through research, survey results, and technical assistance. NOTE: This membership has historically been invoiced to the utility companies in Iowa. Beginning in FY 2007, the IUB agreed to pay the entire service fee. In turn, the fee is collected through assessing the utility companies.

The NRRI is governed by a Board of Directors with NARUC and public members. The Board Chair is elected from the NARUC member class. The Board establishes the annual research agenda, budget, and major policies of the NRRI. The Board is assisted by a Research Advisory Committee with NARUC members. The Research Advisory Committee advises the NRRI and the Board on establishing and terminating programs and advises the NRRI and the Board on the content and viability of projects under those programs.

DESCRIBE HOW MEMBERSHIP IN THIS ORGANIZATION WILL BENEFIT THE TAXPAYERS OF THE STATE OF IOWA.

The NRRI provides timely responses to requests for information and assistance from state commissions. NRRI prepares short research pieces (primers and briefing papers) and surveys on topics of immediate interest to NARUC member states.

NRRI participates in NARUC Committees, Subcommittees, task forces, and working groups. NRRI staff serve as faculty for NARUC-sponsored programs at the Institute of Public Utilities at Michigan State University and the Center for Public Utilities at New Mexico State University. These are two trusted sources for staff training in the specialized field of utility regulation.

DESCRIBE THE FREQUENCY AND TYPE OF CONTACTS YOU EXPECT YOUR DEPARTMENT TO HAVE WITH THIS ORGANIZATION:

Contact is made through e-mail, Internet, meetings, workshops, and tutorials. IUB staff members have access to the NRRI electronic library at all times. Training of new Board members and staff members is an ongoing endeavor.

Requested by: <u><i>Libby Jewell</i></u> <i>(Department Head Signature)</i>	Date: <u>7-5-12</u>
Phone: <u>(515) 725-7365</u>	

DOM: Approval Disapproval

Signature *David R. Jensen* Date 7/3/12

2012 JUL -5 AM 10:4

Executive Council of Iowa
Capitol Building
Des Moines, Iowa 50319
Phone: 515 281-5368
FAX: 515 281-7562

TAB # 7

REQUEST FOR MEMBERSHIP APPROVAL

DEPARTMENT REQUESTING MEMBERSHIP: Labor Commission

NAME OF ORGANIZATION: National Association of Government Labor Officials (NAGLO)

NEW MEMBERSHIP RENEWAL MEMBERSHIP PERIOD: 7/1/2012-6/30/2013
(Beginning and ending dates)

MEMBERSHIP FEE OR DUES AMOUNT \$ 1,500.00

Funding Source: State General Fund Other State Funds

Federal Funds Other Funds 50 State 50 Federal

If Renewal, previous year amount. \$ 1,500.00

DO OTHER DEPARTMENTS BELONG TO THIS ORGANIZATION? Yes No

If yes, please list: _____

Please describe why your department should have an additional membership _____

WILL THIS MEMBERSHIP REQUIRE AND PAY FOR OUT-OF-STATE TRAVEL? Yes No

If yes, list the anticipated number of trips per year and their purpose:

One or two meetings a year that are optional.

DESCRIBE WHY THIS MEMBERSHIP IS IMPORTANT TO THE WORK OF YOUR DEPARTMENT:

NAGLO is a bi-partisan association that provides a forum for Labor Commissioners and their senior-level staff to meet each other and discuss common issues and share ideas. It offers services and information to improve the protection of working men and women.

DESCRIBE HOW MEMBERSHIP IN THIS ORGANIZATION WILL BENEFIT THE TAXPAYERS OF THE STATE OF IOWA.

Gain knowledge in areas of OSHA, Wage Enforcement, Child Labor, Boiler, Elevator & Amusement Ride Inspections.

DESCRIBE THE FREQUENCY AND TYPE OF CONTACTS YOU EXPECT YOUR DEPARTMENT TO HAVE WITH THIS ORGANIZATION: Monthly by email and phone.

Requested by: <u>James Wahlert</u> (Department Head Signature)	Date: <u>6-25-12</u>
Phone: _____	

DOM: Approval Disapproval

Signature David Reed Date 6/26/12

CIVIL REPARATIONS TRUST FUND BALANCE

June 30, 2012

1. Balance as of 6/30/12:	\$4,461
2. Anticipated expenditures:	\$ 0
3. Available resources as of 6/30/12:	\$ 4,461

STATE COURT ADMINISTRATOR'S OFFICE
JULY 2 2012

Source: State Court Administrator's Office
Date: July 2, 2012